

Development Management – Delegated Officer Report

Application Number: AWDM/1496/25 Recommendation: APPROVE

Site: 75 Buckingham Road, Shoreham-By-Sea, West Sussex

Proposal: Single storey rear extension and replacement of existing conservatory, first floor partial rear extension. Conversion of garage with new front window and side access.

Date of Site Visit: 12th January 2026

Neighbours Checked: Y

Additional neighbour notification: N

Proposal, Site and Surroundings

The application site is a detached dwelling house on the western side of Buckingham Road in Shoreham. The street comprises of many different style properties many have which have been extended and altered. There is a front dormer, low eaves and a front two storey projection. To the rear is a two storey projection, rear dormer and flat roof rear conservatory extension.

The conservatory is to be removed and consent is sought for a flat roof rear extension with roof lights the full width of the property. The rear dormer is also to be extended to form a first floor extension. An enlarged bedroom is to be formed at first floor and a large open plan kitchen, dining, family space at ground floor. The plans also show the existing integral garage to be converted to a bedroom. The garage door replaced with a front window and side door inserted.

Consultations:

West Sussex County Council: The Highways Authority

No alterations are proposed to the existing vehicle access arrangement. The LHA does not anticipate that the proposed development would give rise to a material increase in movements on the local highway network.

The proposals will result in the loss of an existing garage. However, it would appear that the garage is likely too small to accommodate a modern sized car, given its dimensions. For garages to be considered for car parking provision, they should have internal dimensions of at least 3m x 6m, as outlined in the Manual for Streets (MfS) specifications. Comments in the Application Form state that it is currently used for cycle storage, but that a new cycle store will be built in the garden to the rear of the site as replacement.

Notwithstanding the above, the existing driveway alone appears of sufficient size to meet the anticipated car parking demand of the property.

In summary, the LHA does not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 116), and that there are no transport grounds to resist the proposal.

Representations: - None received.

Relevant Planning Policies

Adur Local Plan 2017 Policy 15
'Supplementary Planning Guidance' comprising: Development Management Standard No.2 'Extensions and Alterations to Dwellings'
National Planning Policy Framework (December 2024)
WSCC Guidance on Parking at New Developments (Sept 2020).

Planning Assessment

Principle

The relevant issues are the effects on the amenities of neighbouring residential occupiers and the effect on the character and appearance of the area.

Visual amenity

The rear single storey extension and first floor addition will not be visible within the street scene. They are additions which are in keeping with the scale and character of the existing dwelling house. The change from the garage door to window at the front will be a visual change within the street scene however with the window to match existing no harm will occur here.

Residential amenity

The main properties to be affected are those either side of the site. To the south the neighbouring property has a rear, single storey extension which is a similar depth to the proposed extension. There are no side window on the existing, neighbouring extension. The high level side window on the proposed extension will therefore not result in any overlooking. The first floor extension is closest to this neighbour and is roughly in line with the main two storey part of the building next door. There is a secondary side window adjacent. There are no additional windows proposed on this side. There will be no loss of privacy, light or overbearing impact in this case.

To the north the neighbouring dwelling also has a rear single storey extension, this is deeper than the extension proposed here. The proposed new side door on the north elevation will face onto the boundary fence and blank side elevation. There will be no adverse impact in this case.

Highway Matters

The Highways Authority have no concerns with regards to the proposed loss of the garage, parking can be provided on site and the applicant has indicated that they will be providing cycle storage.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials to match existing
4. No additional windows on the north or south elevation of the extension.

Is recommendation contrary to letter(s) of representation N

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Case Officer: Hannah Barker

Date: 15th January 2026

Authorised by: Peter Barnett

Date: 15 January 2026